

Subject Line: DDRS Provider Re-approval -- [PROVIDER NAME] Request for Information

[CONTACT],

It was a pleasure to speak with you today regarding [PROVIDER NAME]'s re-approval with DDRS. As mentioned during our meeting, the re-approval process is an opportunity for providers to analyze their data and how it relates to the risk areas identified in the Provider Review Profile (PRP).

We talked through some of the questions about your quality systems as described in your Re-approval Assessment, and we indicated that a written response would be required to clarify items, as discussed. For ease of addressing questions, please use a copy of the same Assessment you submitted, but please insert the word '**ADDENDUM**' in all CAPs prior to typing your response to assist in distinguishing your response's text.

Please email your completed document to [BQISReporting@fssa.in.gov](mailto:BQISReporting@fssa.in.gov) by **[10 CALENDAR DAYS BEYOND DATE OF LETTER]**.

Attached is a letter outlining the specific questions or areas needing clarification, specific instructions, and timelines. If you've any questions, at all, please do not hesitate to contact me.

Regards,